

**Minutes of the Parish Council Meeting
held on 10th October 2016 at 7.30pm in Bradwell Village Hall**

Present: Councillor Glenn Lockey – Vice-Chairman
Councillor John Bedford
Councillor Craig Evans
Councillor Lesley Kinder
Councillor Gareth Pritchard
Councillor Marie Webb

In attendance: Mrs Christine Marshall (Clerk & Responsible Finance Officer)
District Councillor Lady Patricia Newton
2 members of the public

The Vice-Chairman opened the meeting and welcomed guests and members of the public.

There were 2 members of the public present.

16/197 APOLOGIES

It was resolved to accept the apologies of Cllr Tony Dunn.

Apologies were also received from District Councillor Bowers-Flint (who had expressed her intention to attend future meetings dependent upon BDC commitments) and County Councillor James Abbott due to previous engagements.

16/198 DECLARATIONS OF INTEREST

16/210 Non-pecuniary interests were declared by Cllrs Lockey, Kinder and Webb in respect to Bradwell Village Hall.

16/199 A120

The Clerk reported that Mr Alan Lindsay, Transport Strategy & Engagement Manager at Essex County Council had sent his apologies that unfortunately he was unable to attend the meeting due to family ill health. This item will be taken forward to the meeting on 14th November 2016.

16/200 PUBLIC PARTICIPATION SESSION

A representative of CAUSE (Campaign against urban sprawl in Essex), a resident of Pattiswick, attended to discuss the proposal submitted for a new garden community development at Monks Wood, Pattiswick. Due to late submission this had not been included within Braintree District Council's Local Plan call for sites. It had been disqualified by the DCLG as support of BDC could not be evidenced and since then the landowner had intimated that a further bid would be submitted for a smaller site from Stock Street Farm through to the river at Coggeshall. Discussion at this meeting showed that such a scheme would not receive support from neighbouring Parish Council's.

Cllr Lady Newton updated the meeting on potential brown field sites at Coggeshall, which again were not included in the Local Plan call for sites and were outside the development boundary. The National Planning Development Framework calls for 845 homes to be built in the Braintree district for each of the next five years. Such development must be sustainable to meet the needs of the population in the area.

CAUSE will be issuing an information leaflet within Pattiswick and it was agreed that Councillors will assist in distributing these within Bradwell.

16/201 DISTRICT COUNCILLORS TO ADDRESS THE MEMBERS

Cllr Lady Newton reported as above. There was nothing further to add at this point.

16/202 PREVIOUS MEETING

IT WAS RESOLVED that the Minutes of the meeting held on 12th September were a correct record and should be signed by the Chairman of the meeting.

Proposed: Cllr Webb, **Seconded:** Cllr Evans, All in favour
Signed by the Chairman

16/203 A120

- a. A report on the A120 Braintree District Community Engagement Forum had been previously distributed. There was nothing further to add.
- b. Nothing further to report in relation to replacement of village signs that will be undertaken during forthcoming roadworks.
- c. As b above.

16/204 OTHER ROADS

- a. Warning sign Doghouse Road j/w Church Lane - Further correspondence had taken place with Highways and it will be possible for the Parish Council to enter into a 3rd party agreement with Essex County Council to engage a private contractor to undertake the work. A draft of this agreement is awaited.

Action: *Clerk to chase and follow through*

- b. The Street/Church Road weight restriction - **IT WAS RESOLVED** to investigate the traffic Regulation Orders and associated Essex Highways policy to request a weight Restriction Order covering The Street and Church Road, Bradwell.

Proposed: Cllr Webb, **Seconded:** Cllr Evans, All in favour
Action: *Cllr Webb to investigate and discuss with BDC/ECC*

It was noted that such a restriction already exists along part of Cut Hedge Lane and Cllrs felt the road through the village should be treated similarly. Cllr Lady Newton recommended that a proposal should be put to the Local Highways Panel and this would receive the support of herself and, she felt sure, County Cllr James Abbott. It was recommended that contact be made with Matthew Valentine at BDC.

Action: *Cllr Webb to discuss with BDC*

16/205 CHAIRMAN'S REPORT

There was nothing to report.

16/206 EMPLOYMENT COMMITTEE

Cllr Lockey reported on the Employment Committee meeting held 23rd September to undertake the Clerk's annual appraisal. This had resulted in an overall rating of **Exceeds** (Objectives exceeded and competencies more than fully demonstrated) and a salary increase of 2 spinal column points in accordance with NJC scales. This decision was endorsed by all present.

16/207 INTEGRATED WASTE MANAGEMENT FACILITY

Nothing further to report at this time. It was noted that the Environment Agency decision remains outstanding.

16/208 BRADWELL QUARRY

Cllr Pritchard reported on the Liaison Meeting held 29th September. It was noted:

- Quarry projecting pre-2008 production levels and do not expect to produce higher than that going forward
- Some children have been seen swimming in the lagoons (it is not thought that they were from Bradwell or Pattiswick). All appropriate notices are displayed at the site and inspected frequently. They had gained unlawful access. It was re-iterated how dangerous the water conditions are, due to depth, but also due to very limited emergency vehicle access if needed.
- Noise complaints have been received from neighbouring properties, but noise monitoring continues to show levels well within permitted limits.
- A complaint about the pit working out of hours was received, but the pit has no evidence of this taking place and confirmed they work only within permitted operating hours.
- Lorries have been seen parking within the gates of the private haul road and it is understood this is not allowed. Details of logos on vehicles and registration numbers are requested to be passed to Patrick Wigg.

Cllrs discussed trucks being parked at the entrance to the haul road and it was clarified that beyond the row of bricks towards the A120, the carriageway is classed as public highway, consequently vehicles being parked there should be reported in the same way as any other obstruction on the highway.

16/209 PLANNING MATTERS

- a. **H3G CM0294** - Site Stock Street Coggeshall Essex Removal of existing 15 metre high telegraph monopole and MHA cabinet and installation of a 15 metre high Phase 5 monopole and a Samo cabinet located in the existing compound and associated development.
No objections.

- b. **16/01531/FUL** - Removal of existing static caravans and erection of 2 x three bedroom cottage style dwellings at Applevew & Oak Compasses Road Pattiswick Bradwell Essex.

No objections have been received from Pattiswick residents, however the Parish Council are concerned about the ongoing effect if this application is granted. **It was agreed** to instruct the Clerk to draft comments and raise conditions on the following grounds:

- BDC meets its need for traveller site provision.
- Retrospective planning permission was granted on the application deemed to have been made under section 177(5) of the Act as amended for the development already carried out for the stationing of caravans for residential purposes.....” following the hearing and site visit undertaken on 26th May 2011 by the Planning Inspectorate
- The decision of the Planning Inspectorate following the hearing and site visit undertaken on 26th May 2011 was that “there is a need to restrict occupancy of the site to Gypsy and Travellers, in order to define the extent of the permission and to ensure that the pitches provided count towards the identified need for pitches in the district.....”
- The report of the Planning Inspectorate also concluded that “The appellants have never lived in houses.....”
- Special conditions imposed by the Planning Inspectorate included:

- The site shall not be occupied by persons other than gypsies and travellers as defined in paragraph 15 of ODPM Circular 01/2006
- There shall be no more than 2 pitches on the site

In view of the above:

- If the application is granted, a condition should be applied that as this is an approved traveller site for 2 mobile homes, no onward selling of the property should take place for a specified period of 15 years after completion of the build.
- If the application is granted, a condition should be applied that under no circumstances should any further mobile homes, static caravans or otherwise, be placed on the land after completion of the build.
- If the application is granted, the land should be landscaped to an acceptable level.
- If the application is granted, no further development or planning applications on the properties should be permitted within a specified period of at least 15 years after completion of the build.

c. **Monks Wood**

See comments under 16/200 above. The Clerk was instructed to draft a letter to BDC setting out the Parish Council's concerns, as follows:

- The Bradwell with Pattiswick Parish Plan (<http://www.essexinfo.net/bradwell/parish-plan-2016/>) makes it clear that 85% of the 44% of households that responded to the parish questionnaire volunteered "No major housing development" – this cannot be ignored under the Localism Act.
- The Parish Plan was used in evidence for the BDC Draft Local Plan to oppose the two propositions included in the call for sites. These are not included in the Draft Local Plan and this newly proposed site should be subject to the same response.
- The need for two new garden village communities next to each needs to be proven when it is known that most of the residents who work commute out of the district
- Regardless of whether the A120 is relocated the issue of dangerous and difficult vehicular access onto existing carriageways will be exacerbated, especially when taken into account with the increase heavy vehicle movements during and subsequent to the development of the Integrated Waste Management Facility between Bradwell and Rivenhall.
- Any proposal for new businesses, which would attract trucks and lorries should be resisted. Indeed, any activity, which increases traffic on the existing A120 should be resisted until a new route has been completed.
- There is no infrastructure to support any development. Healthcare services are patchy – there is a need for more doctors and nursing staff to meet the needs of the current population before any more housing is provided.
- The existing education provision in the area is at capacity and there is no provision for nursery education or nursery facilities in the Village.

- d. **16/01458/FUL** - The Nook Hollies Road Bradwell Essex CM77 8DZ
The granting of this application was noted.

16/210 VILLAGE HALL REPRESENTATIVE REPORT

Cllr Webb reported that all was progressing well, with bookings continuing to increase. Application for a new license has been made for the selling of alcohol, but it has been pointed out to the VHMC that further signs against the selling or drinking of alcohol by underage individuals need to be displayed.

The AGM will be held on 1st November 2016 at 7.00pm.

16/211 BRADWELL ENVIRONMENT

- a. Holy Trinity Church Pond – confirmation awaited from the Parochial Church Council as to the granting of the footpath contract in order for this to proceed.
- b. Flooding – the Clerk advised of research carried out into community grants available and pointed out this is for community action, not individual property owners. **It was agreed** to investigate further and proceed to grant application if appropriate.

Action: *Cllr Kinder to obtain further information from ECC*

- c. Cllr Lockey reported on complaints received of dogs being walked along Church Road without being under the control of leads and where one of the dogs has chased vehicles. It was noted that this is in fact against the Road Traffic Act 1988, section 27. The Clerk has also experienced this, as well as the dogs running free across private land and causing injury to a domestic cat, which contravenes the Control of Dogs Act 2010. **It was agreed** that Cllr Pritchard will speak with the dog owner concerned.

Action: *Cllr Pritchard to speak to dog owner in the first instance*

Reports of and councillor observations of vehicles driving at speed and dangerously through the village were noted. Details of incidents to be obtained and provided to Clerk for onward reporting and requesting action from Essex Police.

16/212 PLAYING FIELD

- a. Inspection report for September – Cllr Bedford was pleased to provide a positive report. Thanks were given to Cllrs Pritchard and Kinder for renovating the goal posts.
- b. Playing field entrance – Following discussion **it was agreed** that permission should be sought from Bradwell Estates for the installation of an overhead barrier after the allotments, but before the actual playing field. It was noted that emergency services will have a master key for these structures in the event they need to gain access.

Action: *Clerk to write to Strutt & Parker and to seek quotes*

16/213 CLERK'S REPORT

The Clerk's Report was noted.

- a. **It was agreed** to pursue creating a Facebook page.

Action: *Clerk*

- b. Local Council Award Scheme – Foundation Level
 - i. **IT WAS RESOLVED** that the following required documents for Foundation level are on the Parish Council's website and are available electronically if requested:

Proposed: Cllr Kinder, **Seconded:** Cllr Webb, All in favour

- Standing Orders and Financial Regulations
- Code of Conduct and link to councillors' registers of interest
- Freedom of Information and Publication Scheme

- The annual return for 2015/16
- Transparent information about council payments published within the Agenda and Minutes of meetings, together with monthly financial reports
- Calendar of all meetings including the annual meeting of electors
- Minutes of council meetings
- Current agendas
- Budget and precept information for the current and next financial year
- Complaints procedure
- Council contact details and councillor information in line with the Transparency Code
- Action plan for the current year
- Evidence of consulting the community
- Publicity advertising council activities
- Evidence of participating in town and country planning

ii. **IT WAS RESOLVED** that the following required documents for Foundation level have been achieved are on the Parish Council's website:

Proposed: Cllr Lockey, **Seconded:** Cllr Pritchard, All in favour

- Risk Management Scheme
- Register of Assets

and the following required documents have been achieved and are available electronically if requested:

- Up to date insurance policy that mitigate risks to public money
- Disciplinary and grievance procedures
- A policy for training new staff and councillors (also on website)
- A record of all training undertaken by staff and councillors in the last year
- A clerk who has achieved 12 CPD points in the last year

iii. **IT WAS RESOLVED** to instruct the Clerk to submit an application for the Quality Council Award at Foundation level.

Proposed: Cllr Bedford, **Seconded:** Cllr Evans, All in favour
Action: Clerk to proceed

16/214 ACTION PLAN

- a. The action plan was reviewed and updated.
- b. Neighbourhood Plan – The Clerk reported that a meeting was being arranged with representatives from Stisted, Cressing and Coggeshall Neighbourhood Planning Groups to discuss how the four areas can work together to achieve cohesive plans.

16/215 TRAINING PROGRAMME

The Clerk advised that a response was still awaited from EALC about bespoke training course requested.

16/216 CORRESPONDENCE RECEIVED

Correspondence as detailed on the agenda was noted.

16/217 INVITATIONS RECEIVED

None.

16/218 CHARITABLE DONATIONS

IT WAS RESOLVED to make a donation of £50.00 to Essex Air Ambulance under Section 137 of the Local Government Act 1972 s this organisation attends numerous incidents along the A120 through the Parish.

Action: Clerk to process for next meeting

A request for donation to Marie Curie Fund was discussed and will be referred to the next meeting when more information is required.

Action: Clerk to investigate links to residents for next meeting

16/219 FINANCIAL MATTERS

- a. The financial statement for September was discussed and noted. There were no queries. Cllr Lockey explained that a draft budget for 2017/18 had been prepared and this would be an item for discussion at the next meeting. In the meantime, if Councillors have suggestions for projects, services or works to be undertaken within the parish these should be advised to the Clerk.

Action: Clerk to include on agenda for next meeting

Action: Councillors to send suggestions to the Clerk

- b. Receipts and payments made during September were noted and the following cheques were signed:

Invoice date	Payee	Amount	VAT	Cheque no
23/09/2016	PKF Littlejohn	120.00	20.00	101048
	Bradwell Village Hall	130.00		101049
04/09/2016	J & N Grass Cutting	925.00		101050
05/09/2016	EALC	75.00		101051
30/09/2016	C A Marshall - Salary	267.44		101052
30/09/2016	HMRC	66.80		101053
30/09/2016	C A Marshall office expenses	82.90	11.15	101054
	Total:	1667.14	31.15	

16/219 Next meeting

Confirmed for Monday 14th November 2016 at 7.30pm in the Village Hall, Church Road, Bradwell. Note: The Transport Strategy & Engagement Manager from Essex County Council's Transportation, Planning and Development team will be attending the meeting to discuss roads within the Parish.

Action: Items for Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Monday 7th November 2016

The meeting closed at 9.25pm